

Battle Ground Town Council

Meeting Minutes, December 12, 2016

Attending: Steve Egly, Council President; Mike Bird, James Miller, Greg Schroeder, Clerk Treasurer Georgia Jones, Town Attorney Eric Burns, Street Supervisor Ron Holladay, Town Marshal Jerry Burk.

Greg Jones did not attend.

Guests: Mike Turchi, Kimi Rausch, Joanne Titolo, Kenny Calloway, Ron Lafon, Doug Horner, ea Horner, Travis Hunt, Steve Roy.

Steve Egly opened the meeting at 7:00 p.m. Additions to the agenda in New Business: expense allocations and a second Council meeting in December.

1. Tecumseh Land Corporation Drainage

Discussion of Quail Ridge Subdivision storm water retention and drainage to address a proposal that the removal of a grass swale which used to run from Quail Ridge to Northgate Drive contributes to excessive water in the subdivision retention area. The presumption was that the retention area does not empty quickly enough, contributing to damage of nearby homes.

Doug Horner and Meredith Horner represented Tecumseh Land Corporation, current owner of the land where the swale was located. Travis Hunt, the prior owner, is a contractor and brought details about land contours and drainage capability of the area in question. After discussion there was agreement by the Town Council that the elevation of owner's land does permit outflow from the retention area to escape. While not to current standards, the retention area does function as originally designed. The retention land is privately owned and there is no utility easement. At this time the Town Council does not plan to make any changes to structures in the Quail Ridge retention area, however at some point the outfall pipe would benefit from a dissipation pad to prevent erosion. Supporting research and documentation was provided by Butler, Fairman & Seufert, dated June 5, 2015.

2. Storm Water Maintenance Easement

No representative from Shawnee Ridge Homeowners in attendance, the topic is postponed.

3. Storm Water Utility Report

Four copies of a comparative rate study by Umbaugh and Associates were distributed.

4. Lift stations

Mike Turchi discussed a summary letter report for evaluation of Hawk's Nest and Woods Edge lift stations, dated July 18, 2011. The report provides four options to improve performance of the lifts and plan additional capacity. This continues to be an important project on the planning horizon.

Department Reports

Police

Jerry Burk will view a webinar on December 21 to learn about an emergency contact system Battle Ground might use. The service by Nixel is provided to police departments at no cost. There would be two designees who may post emergency notices, the Town Marshal and the Clerk-Treasurer.

Consideration is given to a parking ordinance to enforce adequate line of sight and turning radius at the intersection of Flintlock and Musket Way. The ordinance will be presented in January. The street department is requested to install signs “ No Parking Here to Corner” at this intersection as soon as possible after such ordinance is adopted.

The town’s sidewalk snow removal ordinance will be uniformly enforced, for the safety of pedestrians.

Street Department

Training for snow plow operators was timely, the first snowfall was Dec 4 and the crew was ready. The bearings on the F350 salt spreader failed, repair parts will be delivered to Clark Equipment on Thursday.

Town Attorney

Unsafe Building – The deadline ordered by Judge Daniel for structure removal was December 4, and the next step is to present the case in court to enforce the order. The court would appoint a receiver to complete the work ordered by the judge. The receiver would have an attorney, there may be a need for the town to provide a retainer until the property settlement is completed.

Clerk-Treasurer

Motion to approve minutes of November 14 by James Miller, with second of Mike Bird. Motion passed.

Motion to approve docket of vouchers by Mike Bird, with second of James Miller. Motion passed.

The 2017 salary ordinance was discussed. **Motion** by Mike Bird to approve Ordinance 16-549, Salary ordinance with 2% increase for employees. Second of Greg Schroeder. Discussion of rates, weekly wage will be \$549.63 for Clerk-Treasurer, \$244.60 for Deputy Clerk-Treasurer, \$776.89 for Street Supervisor. Pay range for part time employees is \$12 – 16.00 based on duties and experience. Shift premium \$2.00 per hour for snow plow operator from 10 p.m. to 8:00 a.m. was initially part of the job posting for part time operators. Town Council stipend, Sewage Board stipend, clothing allowance and paid holidays did not change. Call for question, motion carried 4 Aye, 0 Nay.

Employee health plan premiums with United Healthcare will increase 6% for 2017.

In January the council will consider office computing disaster recovery options.

Area Plan – Greg Jones attended a meeting of parties involved in the request to combine two land parcels for potential expansion of Speedway. Town concerns include utility easements, pavement upgrade requirements and a request for a stoplight at Northgate Drive.

Committees

Communication – Discussion finalized regarding accepting utility payments through a third party that would receive payments on behalf of Battle Ground Utilities on its website.

Motion by Greg Schroeder to adopt Resolution 16-81, and accept utility payments using third party payment service PayGOV. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

Motion by Greg Schroeder to adopt Resolution 16-80, to create a new fund for INDOT grant distribution and receive transfers from dedicated funds to pay vendors. Second of Mike Bird, motion carried. 4 Aye 0 Nay.

Old Business (none)

New Business

Certifications – Town Council members signed certifications for contracting and nepotism, required to be submitted with annual report information.

Motion by James Miller to provide a year-end bonus of \$70.00 to regular employees in the Sewage and MVH departments. This includes Ron Holladay and Beth Whitus. Second of Mike Bird, motion carried. 3 Aye, 0 Nay. Greg Schroeder was not present to cast a vote.

Steve Egly commented that in 2017 there should be an adjustment to the MVH budget to include a share of communication expense for internet, Century Link phone, and the on-call mobile phone. This will be researched.

The Council will plan an end-of-year meeting on December 26 or 27 to approve budget line transfers. Date and time to be determined.

Motion to adjourn 9:25 p.m. by James Miller.

Georgia Jones, Clerk Treasurer

Steve Egly, Council President